

Crown Point Community Public Library

Regular Meeting of the Board of Trustees

Monday, December 16, 2024

President Schuster, called the Board of Trustees meeting to order at 5:04 pm.

I. Roll Call

Present: Pat Schuster, Lauren Zurbriggen, Ryan Elinkowski, Kristin Mahle, Amy Nowaczyk, Marshall Anderson, Chris Tufts

Also present: Julie Wendorf, Kate Lodovisi, Laura Clemmons, Cindy Baumeister

Absent: Kyle Jeffries

II. Approval of Meeting Agenda

A. Trustee Tufts made motion to approve meeting agenda, second by Trustee Anderson. All in favor.

III. Approval of Minutes of Regular Meeting on November 25, 2024

A. Trustee Mahle moved to approve the minutes for Regular Board Meeting, second by Trustee Elinkowski. All were in favor.

IV. Financial Report

Trustee Tufts moved for:

A. Approval of warrants #27315-#27362

B. Approval of two transfer warrants for payroll on 12/30/24 and 1/15/2025

C. Approval of net payroll deposits

D. Approval of payroll related warrants #1646-#1649 and ACH Payments for Deferred Compensation, and PERF.

a. Second by Trustee Anderson. All were in favor.

V. President's Report- President Schuster provided his final report on the board of trustees as a comical tribute to Library Director Julie Wendorf.

- VI. Director's Report-** Julie shared that she was asked to present at an upcoming ALA Media Training, share legislative priorities from ILA for 2025, shared information about the 2025 Budget and LIRF.

Kyle Jeffries and Lauren Zurbriggen were appointed to the board at the last school board meeting with no issue. Shared her appreciation to Pat Schuster for his 16 years of service with the Library Board of Trustees.

VII. Unfinished Business

- A. Program Reports-Reports provided in the packet or in print at the meeting.
- B. Travel Report- Included in the packet.
- C. INPRS Discussion – None

VIII. New Business

- A. Library Projects
 - i. HVAC system issues continues due to a faulty part, the part was fixed again but the system is still not working correctly. Arctic is problem solving.
 - ii. The Youth Services Teen Room door project was completed, some imperfections caused the vendor to schedule a replacement in February.
 - iii. The key FOB door project was stalled, completed by end of year.
 - iv. Painting project in high traffic areas is still ongoing through end of year.
- B. Election of Officers for 2025
 - a. President: Amy Nowaczyk
 - b. Vice President: Kristin Mahle
 - c. Treasurer: Chris Tufts
 - d. Secretary: Lauren Zurbriggen
 - i. Trustee Anderson moved to approve the election of 2025 officers, seconded by Trustee Elinkowski. All in favor.
- C. Approval of Official Salary Schedule for 2025
 - a. Trustee Nowaczyk moved to approve, seconded by Trustee Mahle. All in favor.
- D. Approval of Resolution for Additional Paid Vacation for Full-Time Staff

- a. Trustee Elinkowski moved to approve, seconded by Trustee Nowaczyk. All in favor.
- E. Approval to transfer monies from the Operating Fund to the State Technology Fund – amount will be known once total is provided to library.
 - a. Trustee Tufts moved to approve the transfer, seconded by Trustee Anderson. All in favor.

IX. Professional Travel

- A. 02/03/25 ILF Statehouse Day, Indianapolis – J. Wendorf, E. Wagner
- B. 03/09-10 ILF Youth Services Conference, Bloomington, IN – A. Williams, YS Assistants
- C. 03/11/25 Indiana Chamber Statehouse Day, Indianapolis – J. Wendorf
 - i. Trustee Anderson motioned to approve, seconded by Trustee Elinkowski. All in favor.

X. Acknowledgements

- A. Monetary donation from Marshall Anderson
- B. Monetary donation from Georgia Falkenberg

XI. Public Comments- none

XII. Adjournment- Trustee Tufts moved to adjourn the meeting at 5:30 p.m. Second by Trustee Mahle, all were in favor.

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Respectfully submitted,



Amy Nowaczyk, President



Kristin Mahle, Vice President



Lauren Zurbriggen, Secretary



Chris Tufts, Treasurer



Marshall Anderson

Ryan Elinkowski



Kyle Jeffries